

TRIPURA



GAZETTE

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PART--II-- Advertisements, Notices

**GOVERNMENT OF TRIPURA
G.A.(PRINTING & STATIONERY) DEPARTMENT
BORDOWALI, AGARTALA-799 003**

No. F.5 (5)-TGP/AMC/2017/818-19

Dated, Agartala, the 30th May, 2019.

Notice Inviting Tender (NIT)

Tenders in sealed envelope are hereby invited by the undersigned from *bona fide* registered Agartala-based local IT firms / shops / dealers / small enterprises for annual maintenance contract of total 23 nos. Desktop Computers installed in various sections of the G.A.(Printing & Stationery) Department, Govt. of Tripura.

The Terms & Conditions

1. The "desktop computers" referred to above means including peripherals and related devices / accessories like printers, scanners, UPS, keyboards, broadband networking system equipments etc. and the maintenance work will also include installation & updating necessary anti-virus software. Spare parts if required during maintenance will have to be supplied by the successful tenderer at their own costs.

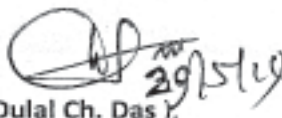
2. Under no circumstances the computers or its accessories / equipments can be taken outside the premises of the department for repairing unless under written permission from the competent authority. The successful tenderer must attend to calls from the department either through letters or over phone immediately for any kind of problems with the computers or its systems to set right within 48 hours.

3. Intending tenderers may visit the department on any working day during office hours to inspect the desktop computers including related devices / accessories and the software / systems already installed in them to have an assessment of the tasks to be undertaken under the annual maintenance contract. The desktop computer sets proposed to be brought under annual maintenance contract can be inspected in the following sections/units of this department:-

1. Office of the Manager	= 3 nos.
2. DTP Unit	= 9 nos.
3. Computing Section	= 1 no.
4. Accounts Section	= 4 nos.
5. Director room	= 1 no.
6. Establishment Section	= 4 nos.
7. Forms & Sty. Wing	= 1 no.

Total = 23 nos.

4. The sealed Tenders must reach the undersigned on or before 15th June, 2019 at 3.00 p.m. duly superscribed **"TENDER FOR ANNUAL MAINTENANCE OF COMPUTERS "**. The Tenders may be opened on the same day at 4.00 pm, if possible, in the presence of bidders or their authorized representative.
5. Tenders must be submitted in two separate sealed envelopes – one for "Technical Bid" and the other for "Financial Bid".
6. The "Technical Bid" envelope must contain duly signed copies of valid (1) trade licence certificate,(2) professional tax clearance certificate,(3) GST registration and return filing proof, (4) PAN card Xerox copy. Earnest Money Deposit of Rs.20,000/- (Rs. twenty thousand) in favour of the "Director, GA(Printing & Stationery) Department, Govt. of Tripura" in the shape of Fixed Deposit Certificate / Bank Draft / Deposit-at-Call / Banker's Cheque drawn on any nationalized bank having branch in Agartala must also be submitted in the "Technical Bid" cover.
7. In the "Financial Bid" cover, the tenderers will submit their rates both in words and figures including all taxes and other charges without any overwriting. The quoted rates should remain valid for 120 days from opening date of the Tenders.
8. The EMD of the successful tenderer will be treated as "Security Deposit" and it will be released only after completion of AMC period and/or settlement of payments, whichever is later. In case of unsuccessful tenderers, the EMD will be released after finalization of the Tender.
9. The successful tenderer must execute an "Agreement" with the department within 7 days after receiving the Work Order (Annual Maintenance Contract).
10. If the successful tenderer fails to perform the annual maintenance work satisfactorily or violates any of the terms & conditions, the undersigned reserves the right to cancel the AMC at any time and forfeit the "Security Deposit" of the successful tenderer and take other necessary actions as per rules.
11. If any dispute arises concerning this Tender (NIT), the legal jurisdiction will be the High Court of Tripura, Agartala.
12. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof. He does not bind himself to accept the lowest rate quoted for the aforesaid annual maintenance work. The decision of the authority in this respect will be final and binding on all tenderers.


(Dulal Ch. Das),

DIRECTOR,

G.A.(Printing & Stationery) Department